

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: vip@azdoa.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: ADOA	
Vendor: SAS	Estimated Cost: 51,000.
Section 2	
Brief description of materials or services: Renewal of Annual Maintenance for Software	
Section 3	
Briefly describe why this procurement is Sole Source and why there is only a single source available: Intellectual Property.	
Duration of this Sole Source procurement: 2 years	
Briefly describe the efforts made to seek other sources: Recieved a letter from the Software MFR confirming it's the Sole Source for the maintenance on their software.	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Stacy Ingalls	
Phone Number: 602-542-9134	Email Address: stacy.ingalls@azdoa.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted: 11/25/2008	Date Closed: 12/2/2008